



**CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI
COMMON COUNCIL MEETING
TUESDAY, OCTOBER 17, 2023 AT 6:30 P.M.**
Port Washington City Hall, 100 W. Grand Avenue, Port Washington, WI 53074

MINUTES

1. **ROLL CALL-** Mayor Ted Neitzke convened the meeting of the Common Council at 6:30 p.m. Members present were Alderpersons Deborah Postl, Paul Neumyer, Mike Gasper, Dan Benning, Jonathan Pleitner, Patrick Tearney, and John Sigwart. Also present were City Administrator Anthony Brown, City Clerk Susan Westerbeke, City Attorney Eric Eberhardt, ACA/HR Director Emily Blakeslee, and Public Works Director Rob Vanden Noven.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG-** The Pledge of Allegiance was recited.
3. **CONSENT AGENDA**
 - A. **Approve Minutes of Previous Meetings**
 - B. **Accept Monthly Invoice Report**MOTION MADE BY ALD. POSTL, SECONDED BY ALD. BENNING TO APPROVE AND ACCEPT THE CONSENT AGENDA AS PRESENTED. Motion carried unanimously.
4. **MAYOR'S BUSINESS**
 - A. **Mayor's Updates-** Mayor Neitzke is seeking applicants for the Harbor Commission. The Parking Study Community meeting will occur on November 1, 2023, at 6:30 p.m. in the Port Washington High School Cafeteria. The November 21, 2023, the Common Council meeting will celebrate school groups and leadership clubs.
5. **OFFICERS/STAFF REPORT- Departments Monthly Reports-** Reports were distributed in writing.
6. **PUBLIC COMMENTS/APPEARANCES-** The following persons spoke in favor of purchasing the Aurora Medical facility, 1777 W Grand Avenue, as a potential new location for the Senior Center: Ann Lorge, Cheryl Roberts, Rich Proctor, Pat Kindschy, Mike Meador, Elaine Deidrich, Karen Oleski, and Nancy Bodenstein. Ann Lorge submitted letters and a petition to the City Clerk in support of the potential Aurora Medical facility location. Mark Dybdahl inquired when the Schanen Farm development will be on the agenda.
7. **FROM STANDING COUNCIL COMMITTEES**
 - A. **GENERAL GOVERNMENT AND FINANCE COMMITTEE**
 1. **Resolution 2023-11: Resolution Authorizing the Issuance and Establishing Parameters for the Sale of \$6,000,000 General Obligation Promissory Notes-** Carol Wirth of Wisconsin Public Finance Professionals and Finance Director-City Treasurer Mark Emanuelson were present to review the financing. This resolution authorizes the issuance to not exceed \$6,000,000 in General Obligation Promissory notes to pay for General Fund Capital Improvement Projects for 2023 and 2024. Additionally, it empowers the City Administrator, as the "Authorized Officer," the authority to accept bids on the Notes if the results in the lowest true interest cost and certain terms and conditions are met. Specifically, the purchase price is not to be less than 100% or no more than 103% of the principal amount, i.e., \$6,000,000. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO APPROVE RESOLUTION 2023-11 AUTHORIZING THE ISSUANCE AND ESTABLISHING PARAMETERS FOR THE SALE OF NOT TO EXCEED \$6,000,000 GENERAL OBLIGATION NOTES AS PRESENTED. Motion carried unanimously.
 2. **Consideration and Possible Action on Scope of Engagement with Quarles and Brady LLP for Issuance of \$6,000,000 of General Obligation Promissory Notes for the City of Port Washington, WI-** Ms. Wirth presented the engagement letter from Quarles and Brady LLP to serve as the city's bond counsel for the proposed issuance of \$6,000,000 of General Obligation Promissory Notes. This letter identifies the role of bond counsel during this transaction. The estimated fee to

complete these services is \$19,700.00. MOTION MADE BY ALD. BENNING, SECONDED BY ALD. POSTL TO APPROVE THE SCOPE OF ENGAGEMENT WITH QUARLES AND BRADY TO SERVE AS BOND COUNSEL FOR THE PROPOSED ISSUANCE OF \$6,000,000 OF GENERAL OBLIGATION PROMISSORY NOTE AS PRESENTED. Motion carried unanimously.

3. Presentation of the 2024 Proposed City Budget- General Government and Finance Committee Chair Jonathan Pleitner presented the 2024 Proposed City Budget. The City Administrator reviewed the health insurance costs, personnel costs, and compensation plans which will be reviewed in 2024. An update on the Public Safety Building referendum was also provided.

4. Resolution 2023-12: Adopting the 2024 Schedule of Application, License, Permit and Other Fees, Costs, Taxes and Charges for the City of Port Washington- The City Administrator presented the License and Fee Schedule which is adopted during the annual budget process. The proposed License and Fee Schedule includes all applications, licenses, permits and other fees, costs, taxes, and charges to defray and recover the City's administrative and other expenses of reviewing, processing, publishing, issuing, and regulating municipal licenses, permits and the like. An updated License and Fee Schedule was distributed prior to the meeting. MOTION MADE BY ALD. POSTL, SECONDED BY ALD. BENNING TO APPROVE RESOLUTION 2023-12 AS PRESENTED. Motion carried unanimously.

5. Ordinance 2023-17: An Ordinance Creating Compliance Requirements for Stormwater Maintenance Agreement- 1st Reading- Public Works Director Rob Vanden Noven was present to discuss revisions to Ordinance 473-8 Stormwater Management Maintenance Agreement. To maintain compliance with the city's NR216 permit for stormwater management the city must undertake a minimum of three of seven tasks prior to October 31, 2023. The tasks the city is taking to maintain compliance include 1) Create and revise an ordinance that requires the development and implementation of a maintenance plan for all privately-owned storm water treatment facilities. The permittee shall develop and implement procedures and measures to verify and track that the storm water facilities are inspected on a regular schedule and maintained in accordance with the plans; 2) Inventory the condition of the conveyance system and outfalls; and 3) Conduct an analysis of the current municipal street cleaning program to determine if additional pollutant loading reductions can be achieved. The Board of Public Works and General Government and Finance Committee have recommended approval. This Ordinance will appear on the next agenda for consideration.

8. FROM CITY BOARDS/COMMISSIONS- None.

9. UNFINISHED BUSINESS- None.

10. NEW BUSINESS- None.

11. PUBLIC COMMENTS/APPEARANCES- None.

12. ADJOURNMENT- MOTION MADE BY ALD. POSTL, SECONDED BY ALD. NEUMYER TO ADJOURN THE MEETING AT 7:37 P.M. Motion carried unanimously.

Respectfully submitted,
Susan L. Westerbeke, City Clerk